

Frederick County Restaurant
and Food Service Relief Grants
FAQ's

1. Who is eligible for the Frederick County Restaurant and Food Service Relief Grant?

- Operate a licensed Food Truck, Commercial Caterer, Commercial Bakery, Carry-out restaurant, Dine in restaurant, Winery, Brewery or Distillery
- Caterers and Bakeries must have a physical commercial location.
- Business must be in "Good Standing" with the State of Maryland and Frederick County.
- If a business received a Jump Start Grant, all documentation must be received by Frederick County Government prior to applying to this grant.

2. What are the grant types? There are two grant tiers:

Your sector is the primary operation of your business

- Tier 1:
 - **Food Trucks**-Must be licensed with the Frederick County Health Department, food trucks home base must be in Frederick County
 - **Caterers**- Must be licensed with the Frederick County Health Department, caterers must occupy physical commercial space inside Frederick County.
 - **Bakeries**- Must be licensed with the Frederick County Health Department, bakeries must occupy physical commercial space inside Frederick County.
 - **Carry-out Restaurants**: Must be licensed with the Frederick County Health Department.
- Tier 2:
 - **Dine in Restaurants**- Must be licensed with the Frederick County Health Department
 - **Wineries, Breweries or Distilleries (Craft Beverage)**- in compliance with licensing requirements for their sector.

3. What can this grant be spent on?

- Working capital, such as rent, payroll, and job training
- Purchase of equipment and services to expand outdoor dining, such as tents, heaters, warmers, and carts
- Infrastructure improvements, such as HVAC system upgrades
- Technology to support carryout and delivery
- Purchase of PPE and disposable food containers and utensils
- Sanitization services

4. Will businesses that have received other loans and grants be eligible for this grant program?

Yes. Businesses who have qualified for other COVID 19 assistance will not be disqualified from these grants. **Prior recipients of a Frederick County Jump Start Business Grant are eligible to apply** however, if you received a prior Full-time farmer, Micro or Small Business Grant, you must be in compliance with the reporting requirements of that program. All reporting documentation for the original Jump Start grant must be received by Frederick County Government by Nov. 18th. [CLICK HERE](#) for the expense form and information on those requirements. If you have additional questions about this please email the Grants Team at FinanceCOVID19@FrederickCountyMD.gov

5. What businesses are considered ineligible?

- Businesses that are not licensed to provide food and beverages;
- Businesses that are not in the targeted industries sectors (dine-in seated restaurant, mobile food truck, caterers or bakeries with commercial space, carry-out only food service, craft beverages);
- Businesses that are not in “Good Standing” with the County and State of Maryland;
- Business that previously received a Frederick County Jump Start Full-time Farmer, Micro or Small Business Grant that is not in compliance with reporting requirements as of November 18, 2020;
- Businesses that have a drive through service window;
- Business that is not open and operating at time of application;
- Membership based businesses or organizations that do allow unrestricted public access to food or beverage service.
- Seasonal food establishments and food trucks
- Convenience stores

For resources and programs to assist your business, visit

<http://www.discoverfrederickmd.com/covid-19>.

6. Will a business be able to receive both Federal and State, in addition to County relief?

We recognize the economic dilemma facing many of those in the County’s business community.

We encourage businesses to apply for the array of Federal and State financial assistance programs for which you are eligible.

7. I operate a restaurant but also a Food Truck under the same name can I apply for both?

No, restaurant owners who also operate a food truck under the same business can only apply for one grant.

8. Will you need a computer to submit the application?

Yes, you will need access to a computer since the application is only available online.

9. Can I mail my application in or drop it off somewhere?

Applications will only be accepted via online submission.

10. What is the deadline for these grants? Monday November 23, 2020 at 3:00 pm.

11. Will the application be available in multiple languages?

The application will be available in English. Google translate may assist with different languages.

We do have a Spanish speaking staff person to assist if needed. If you have any questions or need assistance, please email oed@frederickcountymd.gov and a staff person will try to assist in a timely manner.

12. What supporting documents do I need to submit?

You will not need to attach any documents to your application to make it complete. We are asking that before you apply for these grants you make sure your business is in good standing with SDAT at [Business Standing Search](http://www.egov.maryland.gov/BusinessExpress/EntitySearch/Search)

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However, you should maintain proper receipts for expenditures of the grant proceeds for five years. We also will have you affirm that if your business is awarded a grant, your business is subject to an audit.

13. Will I get confirmation that my application has been received?

Yes, once your application is successfully submitted you will receive a confirmation email.

14. How long will this process take; when can I expect to get the money?

Once the application period ends, all applications will be reviewed. If an application is approved, the applicant will receive an award notification email containing a Grant agreement to be signed. The applicant will have 5 days to complete the grant agreement or forfeit the grant. Upon successful receipt of the signed Grant agreement, Frederick County will process the grant and deposit grant proceeds via ACH no later than December 30, 2020.

15. How will I get the money?

Electronic payments will be made through the County's on-line ACH bank payments. The recipient of a grant will be notified by email provided on the application and will be sent a Grant Contract Agreement and Request for Disbursement form to be signed by the applicant. The applicant will have 5 days to complete the Grant Contract Agreement or forfeit the grant.

16. How can I check on status of application(s)?

You will receive an award notification if your application is approved. Please review timeline below in question number 22.

17. Will my information be kept confidential?

Financial information is kept confidential. **The names of any business that receives a grant, and the dollar amount of the grant received, are public information.**

18. What is the maximum amount for each grant?

Frederick County has \$2,052,745 to fund eligible businesses and these funds will be divided among all eligible applications. Two grant tiers have been created Tier 1: Food Trucks, Caterers, Bakeries, and Carry-Out Restaurants and the Tier two: Dine-in restaurants, Wineries, Breweries, and Distilleries. All funds will be disbursed and all eligible applications will be funded.

19. Will I need to pay the money back?

This is a grant, not a loan, so you will not need to pay it back as long as you comply with all of the terms and conditions of the Grant Contract Agreement.

20. Is this grant considered taxable income to me or my business?

Frederick County Government cannot provide tax advice and recommends that you consult with a tax professional. However, it is possible that relief grant funds may be reported as taxable income to the businesses. If awarded, the recipient will receive a form 1099-G from Frederick County Government for the tax year 2020.

21. Is this a one-time payment?

Yes.

22. If I have additional questions who can I contact?

Any additional questions should be emailed to the following:

For general questions about eligibility, grant applications and Spanish language assistance:

oed@frederickcountymd.gov

23. What other steps do I need to take to access a grant after filing application?

Here is the Timeline for this grant program:

- November 13, 2020 - 8:00am grants open and close November 23, 2020 at 3:00pm.
- The recipient will be sent a Grant Agreement to be signed by the applicant. The applicant will have 5 days to complete the Grant Agreement or forfeit the grant.
- Grant Funds will be direct deposited by ACH no later than December 30, 2020.